

# Your 2023 Rental Worksheet

Please fill out completely. NEVER use any expense more than once.

Rental Address: \_\_\_\_\_ Total Rent Received: \$ \_\_\_\_\_

Days available for rent: \_\_\_\_\_ days. Best number to reach owner: \_\_\_\_\_

Any personal use?  Yes or  No If Yes, how many days was the property used for personal purposes? \_\_\_\_\_ days  
(Personal days do NOT include days you were there working on the place.)

*You are required to provide people (not corporations) to whom you paid over \$600 for labor or rent with a 1099 by January 31st every year. The penalties for not doing this can be up to \$10,000. Ask us for help, if needed.*

Did you make any payments in 2023 that would require you to file Forms 1099?  Yes  No?

If yes, did you or will you file all required Forms 1099?  Yes  No?

## Expenses:

Advertising \$ \_\_\_\_\_ Management Fees \$ \_\_\_\_\_

Cleaning/Maintenance \$ \_\_\_\_\_ Meals\* NOT related

Commissions \$ \_\_\_\_\_ to Travel \$ \_\_\_\_\_

Insurance \$ \_\_\_\_\_ \*Meals are deductible ONLY if you can document

Interest (other than mortgage) \$ \_\_\_\_\_ the business purpose for the meal, have receipts and a log.

Loan payments are not an expense! Mortgage Interest (provide 1098) \$ \_\_\_\_\_

Please list only rental interest on this worksheet. Repairs \$ \_\_\_\_\_

Legal/Professional Svcs \$ \_\_\_\_\_ Supplies \$ \_\_\_\_\_

Tax Prep N/A Utilities \$ \_\_\_\_\_

If we did not prepare your taxes last year, please provide your prior preparer's billing statement. Utilities include 100% rental-use power, phone, garbage, propane, water, wood, heating oil, dump, TV, internet, etc.

Lodging/Airfare \$ \_\_\_\_\_ Out-of-town Meals \$ \_\_\_\_\_

Nights away on business - Please list date, city, state & number of nights.

Taxes: Please bring in all 2023 tax forms & statements relating to Rental payroll, real estate, excise tax, etc.

Improvements: Furniture, appliances, carpet, drapes, major repairs, replacements. If under \$2,500 per, add to categories above.

Mo/Day Put in Service \_\_\_\_\_ Description \_\_\_\_\_ Cost \$ \_\_\_\_\_

% Rental Use \_\_\_\_\_ New or Used? Circle one.

Mo/Day Put in Service \_\_\_\_\_ Description \_\_\_\_\_ Cost \$ \_\_\_\_\_

% Rental Use \_\_\_\_\_ New or Used? Circle one.

Equipment Sold: (anything that is on your Equipment/Depreciation List for a prior year that was sold this past year)

Date Sold \_\_\_\_\_ Description \_\_\_\_\_ Sale Price \$ \_\_\_\_\_

Date Sold \_\_\_\_\_ Description \_\_\_\_\_ Sale Price \$ \_\_\_\_\_

## Other Expenses:

If you can't categorize an expense, make a note of description and cost. If you don't have enough room for Equipment Purchases/Sales please add a list with the corresponding info (listed above).

**\*Your Vehicle Worksheet is on the back!\***



\_\_\_\_\_ The Floyd Company \_\_\_\_\_

(509) 997-3262 ♦ www.TFCHQ.com ♦ fax (509) 997-9222

12.5.23  
RentalExp

# Your 2023 Business Vehicle Worksheet

Please fill out completely and NEVER use any expense more than once!

**Do not list vehicles unless used in self employment!**

## Required Questions...

Do you have evidence to support this deduction?  Yes or  No

Is the evidence written?  Yes or  No

Do you have another personal use vehicle?  Yes or  No

Do you own the vehicles listed?  Yes or  No

**NOTE:** The IRS computers are sensitive to numbers ending in zero or five.

	Vehicle 1	Vehicle 2	Vehicle 3
Name of Business, Farm or Rental vehicle was used for:	_____	_____	_____
Make/Type	_____	_____	_____
**Total Miles (yr) <i>(ALL including both Business, Personal &amp; Commuting)</i>	_____	_____	_____
**Business ONLY Miles <i>(included in Total Miles, above):</i>	_____	_____	_____
Interest Paid on Loan	_____	_____	_____
Date purchased <i>If this vehicle was NOT used in your taxes for prior year.</i>	_____	_____	_____
Cost <i>including sales tax, if this vehicle was NOT used in your taxes for prior year.</i>	_____	_____	_____
Check one >	<input type="checkbox"/> New or <input type="checkbox"/> Used?	<input type="checkbox"/> New or <input type="checkbox"/> Used?	<input type="checkbox"/> New or <input type="checkbox"/> Used?

**STOP** - We will need your actual expenses in addition to the above information **ONLY** if you use actual expenses.

Call us if you don't know. Actual expenses are rarely used...mileage is usually a better deduction in the long run.

	Vehicle 1	Vehicle 2	Vehicle 3
TOTAL for Repairs, Insurance, Registration Gas, Tires, & Oil	_____	_____	_____

Note: If you are AUDITED you will have to provide records showing the business travel (a mileage log) including dates, business purpose and miles driven. You cannot create the records from memory if you are audited because they can date the paper.

*\*We highly recommend using the mileage IQ app. It has very good reviews!\**

**We cannot take an auto deduction for you without this worksheet.**

